INDIANA DEPARTMENT OF EDUCATION
SUPPLEMENTAL EDUCATIONAL SERVICES

2006-2007 COMPLIANCE AND ON-SITE MONITORING REPORT

FOR:

ATS

DOCUMENT ANALYSIS		OBSERVATION		COMPLIANCE	
Tutor Qualifications		Lesson matches original description	Satisfactory	Criminal Background Checks	
Recruiting Materials		Instruction is clear	n/a Online provider	Health/safety laws & regulations	
Academic Program		Time on task is appropriate	n/a Online provider	Financial viability	
Progress Reporting		Instructor is appropriately knowledgeable	n/a Online provider		
		Student/instructor ratio: n/a	n/a Online provider		

ACTION NEEDED: NONE

(As per the on-site monitoring overview document, while monitoring/ observation of SES providers is completed annually, document and compliance analysis is completed every two years. Since ATS's document and compliance analysis was completed during the 2005-2006 school year, only an observation was completed for the 2006-2007 school year).

On-site Monitoring Rubric
OBSERVATION Components

NAME OF PROVIDER: ATS　　　　　　　　　　　**DATE: 1/24/07 and 2/5/07**
SITE: n/a (phone interview and online demonstration)　　　**REVIEWER: ST**
TUTOR'S INITIALS (tutor interviewed): M.M.　　　**TIME OF OBSERVATION: 1:00pm and 11:00am**
NUMBER OF LESSONS OBSERVED: none

During the site visit, IDOE personnel will visit several tutoring sessions to observe lessons being provided. IDOE reviewers will be looking to see that actual tutoring matches lesson plan descriptions that are provided in requested documents, as well as those that were provided in the original provider application; that tutors and students are spending an appropriate amount of time on task; that instruction is clear and understandable; and that instructors seem knowledgeable about lesson content.

Each provider will receive a mark of "Satisfactory" (S) or "Unsatisfactory" (U) for each component. Providers receiving a "U" in any component may be required to address deficiencies within 7 calendar days of receiving their final report. Failure to address deficiencies may result in removal from the state approved list.

COMPONENT	S	U	REVIEWER COMMENTS
Lesson matches original description in provider application	S		Reviewer interviewed an ATS tutor and online programmer. Tutor and online programmer also provided reviewer with an online presentation and demonstration of ATS's software program. ATS uses SuccessMaker software for their online tutoring program for students in reading and math. Students are given an assessment (The Initial Placement Motion test) upon entering the online program. The system then designs coursework for a student based on areas of weakness that were discovered in the assessment. The system constantly monitors student performance and will modifications to coursework appropriately. The system will also provide a tutorial for students when they have missed a series of questions on a specific topic or list the topic in a report on a student's areas of difficulty that is sent to the tutor. A tutor can then intervene and use the system to custom design coursework on that particular area to assist the student in understanding the concept with which they were having difficulty. As the student masters concepts, new concepts are presented and the process begins again. Online lesson described matches original description in provider application.
Instruction is clear	n/a	n/a	n/a - Instruction was not observed
Time on task is appropriate	n/a	n/a	n/a - Online provider
Instructor is appropriately knowledgeable	n/a	n/a	n/a - Online provider
Student/instructor ratio: n/a	n/a	n/a	n/a - Online provider